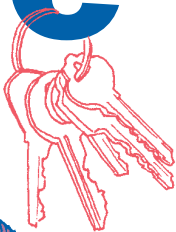
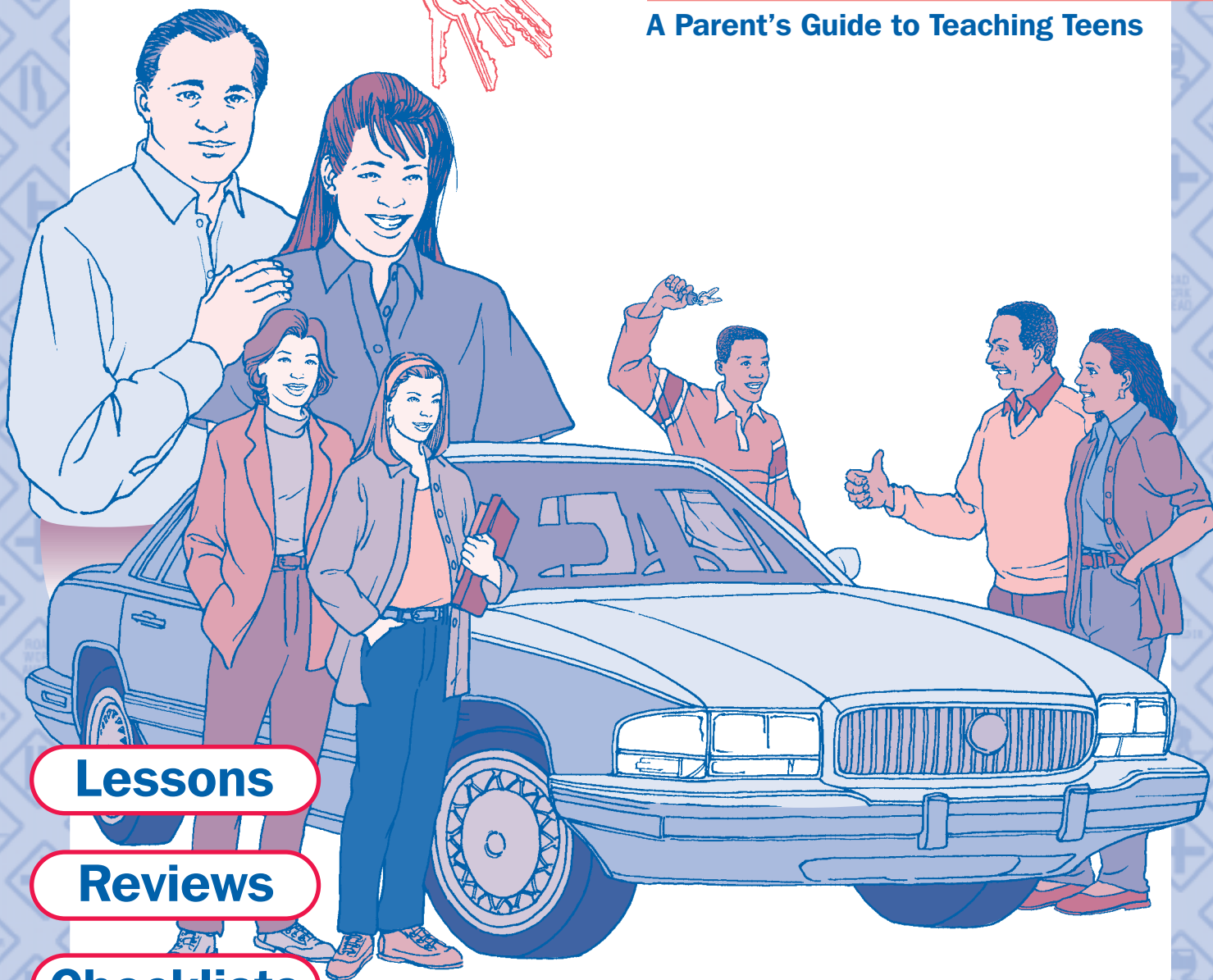


Safe Driving



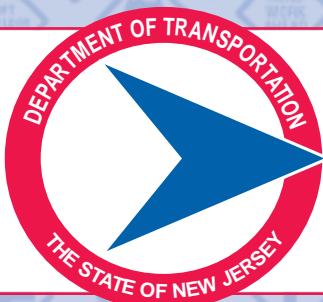
A Parent's Guide to Teaching Teens



Lessons

Reviews

Checklists



**New Jersey Department of Transportation
Motor Vehicle Services**

www.state.nj.us/mvs

General Information:

1-888-486-3339 (NJ)

1-609-292-6500 (out of state)

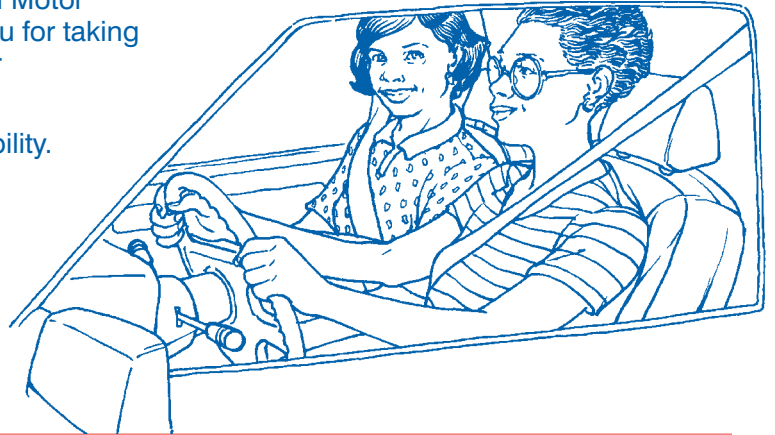
Congratulations, new driver!

You now have a learner's permit. This permit allows you to drive — but only when a parent or other licensed driver over 21 years old with at least 3 years of driving experience and a valid New Jersey driver license rides along in the front passenger seat.

Thank you, parent!

The New Jersey Department of Transportation's Division of Motor Vehicle Services thanks you for taking on the job of teaching your teenager to drive.

It is an important responsibility.



Safe Driving is a workbook.

This workbook can guide you, the parent, step-by-step through the process of teaching your teen to drive.

You should:

- Read through it with your new driver.
- Work through the lessons one at a time, in order. At the end of each of the 5 lessons, have your new driver complete the review section.
- Use the Tracking Progress Checklist at the end of Lessons 2-5. These checklists help you see how your new driver is coming along and the areas needing more work.
- After you have completed all 5 lessons, use the Overview Checklist (page 30) to check your new driver's general driving skills during several practice drives.



Safe Driving is not intended to be a comprehensive manual on driving. It is a practice guide, and should be used in conjunction with the **New Jersey Driver Manual**.

Safe Driving is not a substitute for knowing and following all local, state and federal alcohol-related laws. You should consult the **New Jersey Driver Manual** and/or a lawyer about any questions. Information in this workbook is applicable as of October 2000, and laws are subject to change.



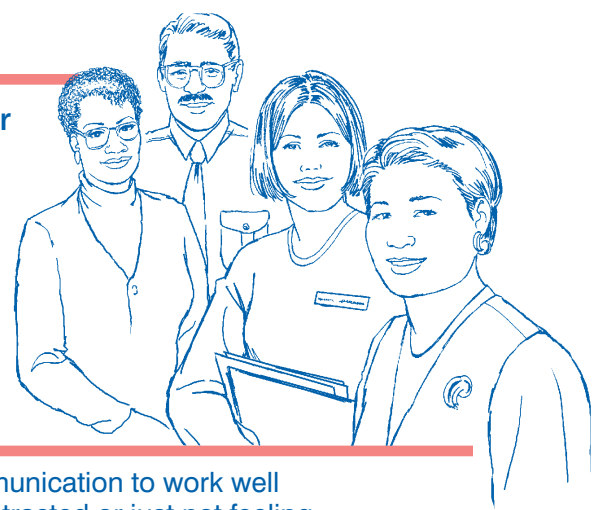
Table of Contents

Introduction	2
Advice to the Parent	4-5
Lesson 1: Signs, Signals and Markings	6-7
Lesson 2: The Vehicle (interior controls; basic maintenance)	8-11
Lesson 3: Getting Started (accelerating; decelerating; braking; turning; etc.)	12-15
Lesson 4: On the Road (driving defensively; the “2-second rule”; changing lanes; right of way; merging; night driving; etc.)	16-22
Lesson 5: Parking (angle and 90 degree; parallel; uphill; downhill)	23-26
Road Responsibility	27
Driving and the Law	28-29
Checklist	30
Motor Vehicle Services	31

The publisher has taken care in the preparation of this workbook, but the information it contains does not necessarily describe particular situations you may encounter. You should ask a qualified expert or professional for advice about your particular situation.

Be a careful and supportive teacher.

Be aware that your new driver will make mistakes along the way. That's normal. The key is to keep the learning experience manageable and positive for your teen. Here are a few tips:



Be a good communicator.

A teacher and student need good communication to work well together. If one of you is tired, angry, distracted or just not feeling well, it's best to postpone the driving lesson. Practice when you're both alert and ready to pay attention to each other.

Reinforce the positive.

Use positive reinforcement, not negative reinforcement. When your new driver is doing well, let him or her know. That's positive reinforcement.

When your new driver makes a mistake, use it as a chance to teach, not punish. Here are examples of positive and negative questions you can ask:

Negative

Didn't you see that car coming?



Why didn't you use your turn signal?



Didn't I tell you to come to a complete stop at stop signs?



Positive

What would have helped you see that car sooner?



What could you have done to make that turn safer?



Can you think of why it's unsafe to "roll through" a stop sign?



Choose positive questions. If your teen can't answer them, you're there to explain.

Be enthusiastic.

Most teens are excited about getting their driver's license. Let your teen's enthusiasm rub off on you. Don't make the learning experience seem like a chore.

Assume control of the vehicle.

A driving teacher needs to be able to take control of the vehicle in three ways:

Verbal control
— Give clear, specific directions that allow the driver plenty of time to react. Don't yell.

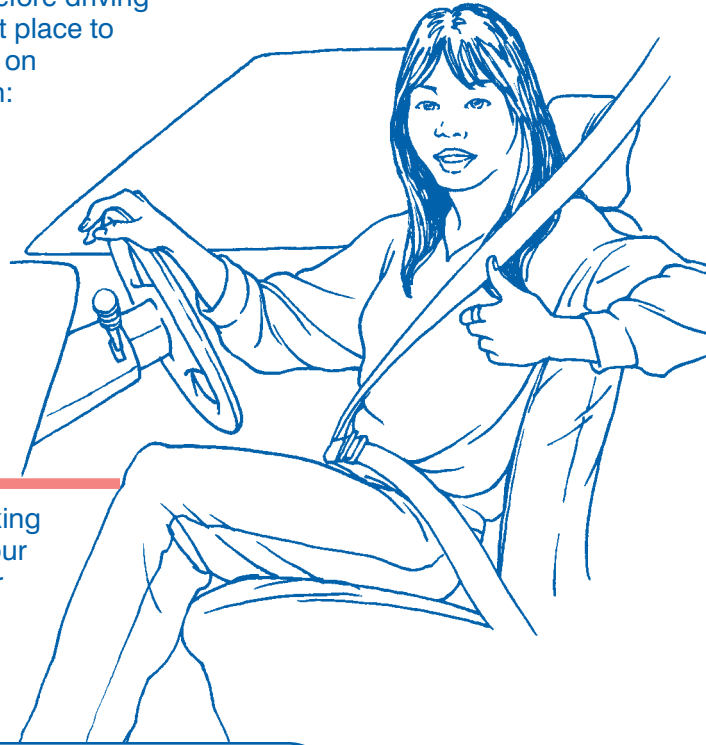
Passive control
— Be ready to slightly turn the steering wheel to help your new driver avoid a dangerous situation.

Full control
— Take control of the steering. You may also need to use one foot to control the brake. Stay calm, and afterwards talk to your new driver about what happened.

Practice in a safe place.

Your new driver needs lots of practice before driving on real roads. Choose the largest, safest place to practice you can find. Before you set off on the road, make sure your new driver can:

- keep a safe speed
- speed up gradually (accelerate)
- slow down (decelerate)
- stop
- turn
- park.



Use a safe vehicle.

Practice in a vehicle that is in good working order. If possible, use the vehicle that your teen will be driving the most. Remember that it is easier to learn in a vehicle that has an automatic transmission.

Have the paperwork you need:

- **Learner's permit.** Your teen's learner's permit should be in the vehicle any time he or she is behind the wheel.
- **Your license.** Carry your driver's license with you any time you are in the vehicle teaching your teen.
- **Vehicle registration.** Keep the vehicle registration inside the vehicle. Make sure it's current.
- **Insurance coverage.** As soon as your teen receives his or her learner's permit, notify your insurance company. Let them know which vehicle(s) your teen will be driving. Ask if he or she should be added to the insurance policy and if any proof of insurance coverage needs to be kept in the vehicle. Never drive without insurance coverage.

Permit
License
Registration
Insurance
Coverage

Read the New Jersey Driver Manual.

This booklet is the best resource for understanding the laws and regulations concerning teaching your teen to drive. Pick one up at any Motor Vehicle Services agency. It is also available online at www.state.nj.us/mvs or by calling 1-888-486-3339 (in state) or 1-609-292-6500 (out of state).



Have driving lessons regularly, and keep them to an hour or less. Start by reviewing what you did in any previous lesson.

Lesson 1

Signs, Signals and Markings

Your new driver will need to learn the differences between traffic signs, signals and markings. Use the *New Jersey Driver Manual* for more information and guidelines on signs, signals and markings.

Traffic signs

Traffic signs use words and symbols to give drivers information. Different signs have different shapes and colors. Traffic signs include:

- warning signs — warn drivers about a dangerous situation
- regulatory signs — tell drivers they must do or not do something, because of a law
- guide signs — direct drivers to specific locations
- construction signs — inform drivers about construction zones.

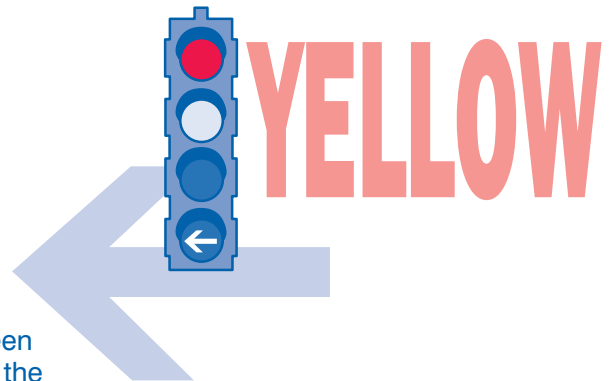


Traffic signals

Traffic signals control the flow of traffic by showing who has the right of way. Traffic signals include:

- red, yellow and green lights
- turn arrow lights
- lane signs.

Teach your driver what these signals mean. Practice on roads that have them. Pay special attention to the yellow light — it means the light is changing from green to red. You should stop unless you are in the intersection or too close to safely stop. See the *New Jersey Driver Manual* for more guidelines.

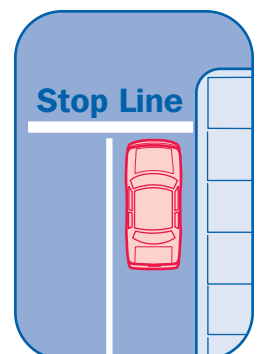
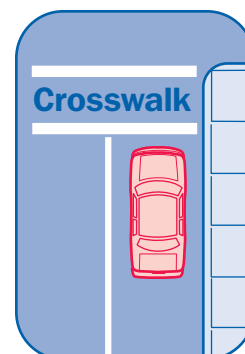


Pavement markings

Markings on the road give drivers different kinds of information. These include:

- dividing lanes
- showing when drivers can/can't pass or change lanes
- indicating which lanes to use for turns
- showing where pedestrians can walk
- showing where you must stop.

See the *New Jersey Driver Manual* for examples of specific pavement markings and their meanings.



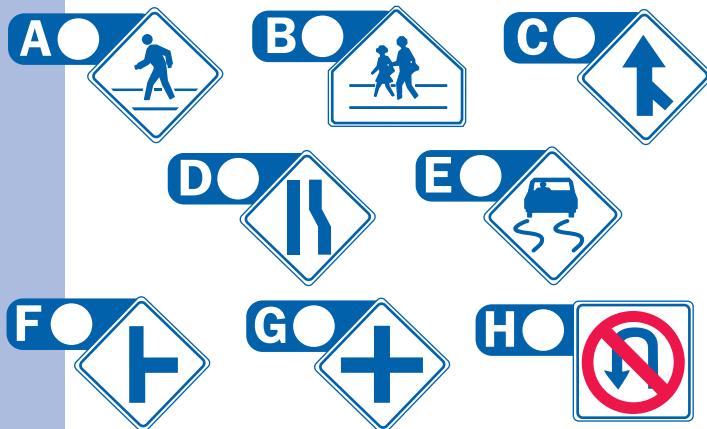
Next, have your new driver complete the Lesson 1 Review on page 7.

Lesson 1

Review

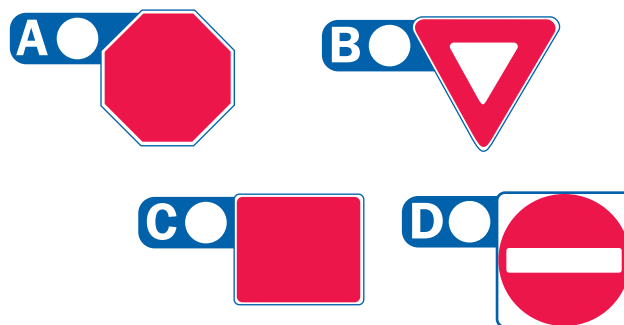
Have your new driver complete the exercises below. Remember that there are many more traffic signs, signals and pavement markings than appear in this review. For a complete list, see the *New Jersey Driver Manual*.

I. Match the traffic signs below with their meanings.



1. lane ends/merge left
2. intersection ahead
3. no U-turn
4. pedestrian crossing
5. side road ahead
6. merge
7. slippery when wet
8. school crossing

II. Match these sign shapes to the messages that belong inside them.



1. wrong way
2. stop
3. do not enter
4. yield

III. Give short answers to these questions.

1. What does a yellow light on a traffic signal mean?

2. What does a solid yellow line on your side of the center line mean?

Check your new driver's answers on page 31. Clear up any misunderstandings he or she might have. Then, move on to Lesson 2. (There is no Tracking Progress Checklist for Lesson 1.)

Lesson **2**

The Vehicle

Before your new driver does any actual driving, he or she should have a good working knowledge of the vehicle. That means knowing where to find (and how to use) the controls inside the vehicle and having some knowledge of basic maintenance. The vehicle used in the New Jersey road test cannot have a console. Use the vehicle owner's manual with this lesson.

Inside the vehicle

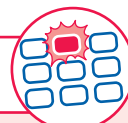
Don't start the vehicle yet. Let your new driver sit in the driver's seat. Help him or her find **all** of the interior controls (turn signals; gas, brake and clutch pedals; headlights; fuel gauge; warning lights; emergency brake; horn; windshield wipers; etc.). Practice by naming the different controls and having your teen find them. Pay special attention to these features:

Safety belts



The first thing your new driver should do after getting in the vehicle is to put on his or her safety belt correctly. That means both the lap and the shoulder belt. (Your vehicle may have an automatic shoulder restraint and a manual lap belt. Always use both.) The belts should have no tangles or twists.

Warning lights



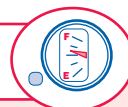
Different vehicles have different warning lights. But most have warning lights for temperature, oil and battery problems. Make sure your driver knows to have the vehicle checked out right away when a warning light comes on and stays on.

Mirrors



Your new driver should adjust all mirrors so that they give him or her the best view of what is happening behind and to the sides of the vehicle. Explain that while driving he or she will still need to turn his or her head ("head checks") to see blind spots that the mirrors don't cover.

Fuel gauge



Explain that fuel gauges do not always give an accurate picture of how much gas is in the tank (for example, half-full on the gauge is often less than half-full in the tank). It's always best to put gas in the tank before the gauge enters the highlighted area near "empty."

*If your vehicle has no back seat or you are absolutely unable to avoid transporting a child 12 or under in the front seat, see a dealer or mechanic for information about a front air bag on/off switch. Also, if you have side air bags alongside seats occupied by children, ask the vehicle manufacturer if the side air bags should be deactivated. Or call the Auto Safety Hotline at 1-888-327-4236.

Lights



Your new driver should know how and when to use all of the vehicle's light systems. These include the headlights (high beams, low beams and running lights), hazard lights, and the dimmer switch. (For instance, use hazard lights when the vehicle is broken down or running slowly because of trouble.)

Air bags



Explain that all passengers, including the driver, should sit at least 10 inches from an air bag compartment. Remind your new driver that children 12 and under must ride properly restrained in the back seat.*

See the Tracking Progress Checklist on page 11 for a more complete list of the interior controls your new driver will need to understand.

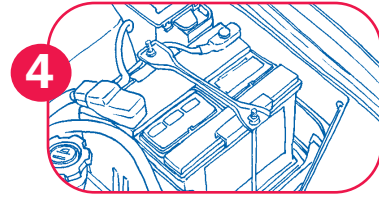
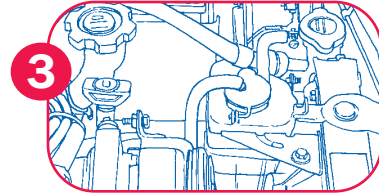
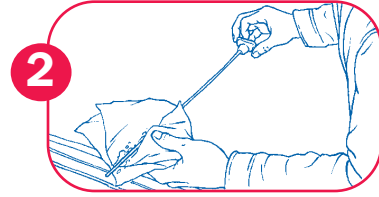
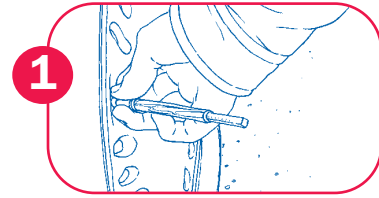
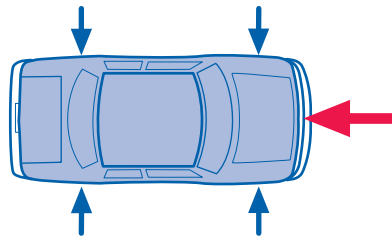
Doing basic maintenance checks

Your new driver should have some basic maintenance “know-how.” If you want, you can give your new driver a more detailed lesson in this. Or you can ask your mechanic to help with this part of the lesson.

At the least, show your new driver how to check the following:

- 1 tire pressure
- 2 engine oil (check the dipstick)
- 3 radiator coolant (check the plastic overflow bottle)
- 4 battery (for tight connections).

These systems need to be checked once a week or when you stop for gas.



Practicing with the vehicle running

Once your new driver knows where all the interior controls are, you can have him or her practice starting the car. Use the vehicle owner's manual to help you describe the exact procedure for starting the vehicle.

Then, have your new driver practice operating the interior controls

- keeping the vehicle in park/neutral
- while the engine is running.



More about safety belts

It's the driver's responsibility to make sure everyone in the vehicle is buckled up for every trip. Tell your new driver that safety belts and car seats are required by New Jersey law. They keep drivers and passengers from being thrown:

- from the vehicle (the risk of death is much greater if you are thrown from a vehicle in a crash)
- against parts of the vehicle
- against others in the vehicle.

These safety devices also keep the driver behind the wheel, where he or she can control the vehicle.

Infants and children should ride in child safety seats that are appropriate for their age and weight.

Next, have your new driver complete the Lesson 2 Review on page 10.

Lesson 2

Review

Ask your new driver to review what he or she has learned so far by completing each sentence with words or phrases from the list. Each answer may be used only once.

- 1 Most vehicles have warning lights to alert you to _____, _____ and _____ problems.
- 2 To put on your safety belt correctly, you must put on both the _____ and _____ belts.
- 3 While driving, you will still need to check any _____ that your mirrors don't cover.
- 4 Check the engine oil _____, or when you stop for gas.
- 5 When your vehicle is broken down, you should put on the _____.
- 6 The first thing to do when you get in the car is to put on your _____.
- 7 Under the hood, there may be a plastic overflow bottle where you can check your _____.

ANSWERS

- | | | |
|------------------|---------------------|-------------|
| A. hazard lights | E. radiator coolant | I. shoulder |
| B. lap | F. once a week | J. oil |
| C. temperature | G. battery | |
| D. safety belt | H. blind spots | |

Check your new driver's answers on page 31. Clear up any misunderstandings he or she might have. Then, move on to the Tracking Progress Checklist on page 11.

Lesson 2

Tracking Progress Checklist

This is the last step for Lesson 2. Do not move on to Lesson 3 until your student can locate and, in some cases, operate all of the following vehicle controls and maintenance systems. If you want to add different items to the checklists, use the entries marked "other."

Basic maintenance

Can locate
Can do basic maintenance

- ☐ engine oil dipstick
- ☐ radiator coolant
- ☐ engine battery
- ☐ tire pressure

Can locate
Can do basic maintenance

- ☐ other _____
- ☐ other _____
- ☐ other _____

Interior controls

Can locate
Can operate

- ☐ safety belts
- ☐ speedometer
- ☐ odometer
- ☐ fuel gauge
- ☐ headlights (running lights)
- ☐ headlights (low beams)
- ☐ headlights (high beams)
- ☐ directionals (turn signals)
- ☐ hazard lights
- ☐ dimmer switch
- ☐ horn
- ☐ ignition
- ☐ gear shift
- ☐ accelerator pedal
- ☐ brake pedal
- ☐ clutch pedal (if applicable)
- ☐ emergency brake

Can locate
Can operate

- ☐ rearview mirrors
- ☐ windshield wipers/washers
- ☐ sun visors
- ☐ heater/defroster/air conditioner
- ☐ air bag(s)
- ☐ driver's seat adjuster
- ☐ steering wheel tilt (if applicable)
- ☐ window controls
- ☐ radio controls
- ☐ door locks
- ☐ other _____
- ☐ other _____
- ☐ other _____

Lesson **3**

Getting Started

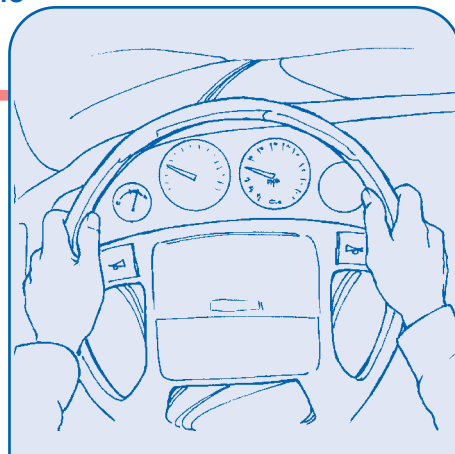
In this lesson, your new driver will get comfortable with handling a moving vehicle. Choose a very safe, open parking lot for your practice sessions. If possible, use an automatic transmission vehicle.

See the Tracking Progress Checklist on page 15 for a more detailed breakdown of the steps necessary to perform each of the driving skills in this lesson.

Speeding up gradually (accelerating)

Your new driver will need practice using the accelerator pedal to allow the vehicle to pick up speed smoothly.

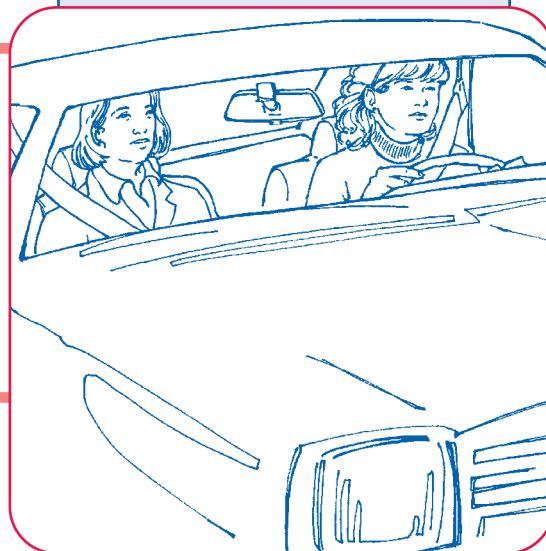
Choose a long, empty straightaway to practice accelerating. Your new driver should be able to pick up speed gradually and smoothly. Talk about how to apply pressure to the pedal — with the ball of your foot and toes, not the whole foot.



Maintaining a safe, steady speed

Your new driver should also be able to keep the vehicle at a steady speed. Have him or her practice checking the speedometer while learning to maintain speed.

Also, have him or her practice mirror checks and head checks for blind spots.

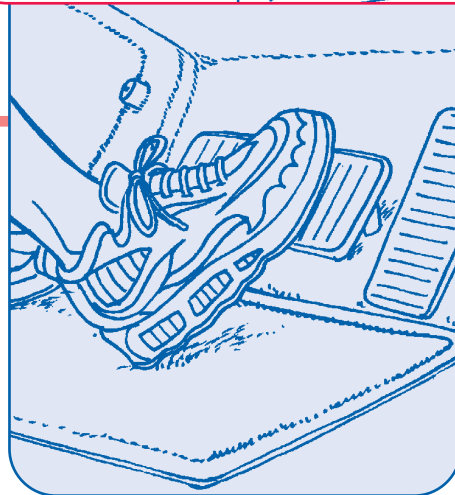


Slowing down (decelerating)

As with accelerating, your new driver will need to learn how to slow down smoothly. Have him or her practice by easing up on the accelerator and slowly applying pressure to the brake pedal.

Braking and stopping

New drivers often apply too much pressure to the brake pedal, which can lock up the wheels. Teach him or her to use “toe pressure” on the brake pedal. Set up a prop as a stop sign (something that cannot damage the vehicle), and have your new driver practice slowing down and stopping at it. Also, practice in “reverse.”

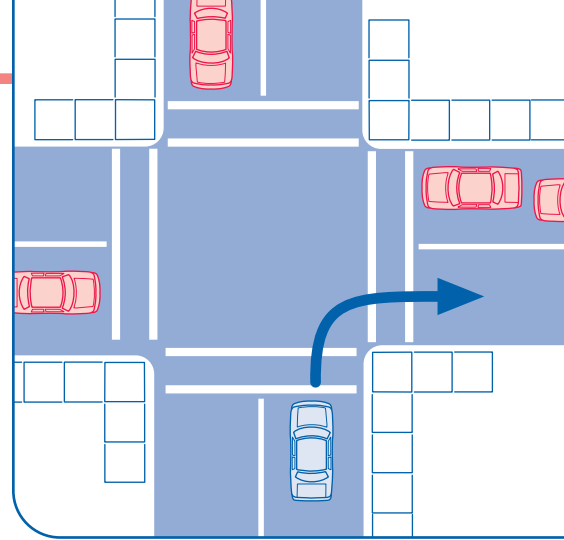


Do not send your new driver out into traffic until he or she has mastered the driving skills on these pages.

Turning right

Have your new driver master right turns before moving on to left turns. Teach him or her to:

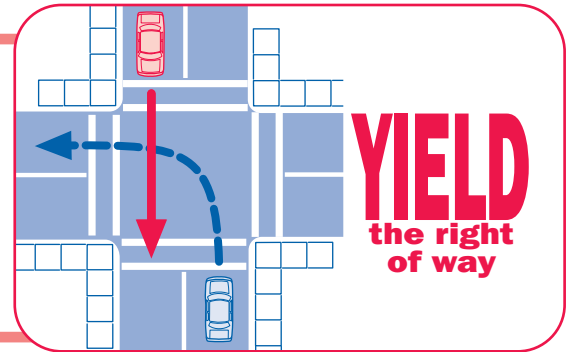
- Use the right turn signal about 100 feet before the turn or intersection.
- Make sure the vehicle is in the proper lane.
- Check traffic in all directions.
- Slow down appropriately (or stop, if it's required) before making the turn.
- Yield to other vehicles if there is the possibility of a collision, and always yield to pedestrians.
- Always use both hands in a hand-over-hand motion for all turns. Then, return hands to a "9 o'clock and 3 o'clock" position.



Turning left

Preparing for a left turn is similar to preparing for a right turn, with one very important difference:

Your vehicle may be crossing oncoming traffic when turning left — always yield the right of way to oncoming traffic and pedestrians.



Backing the vehicle (going in reverse)

Be sure to tell your new driver to back the vehicle only when it is absolutely necessary. When the necessity arises, he or she should:

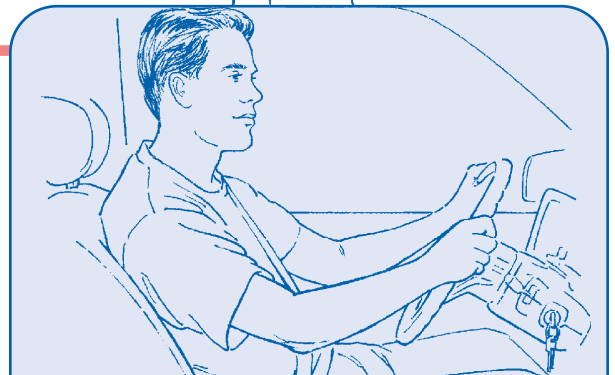
- Confirm it's clear behind the vehicle (get out and check, if necessary).
- Get help from someone outside the vehicle if mirrors don't give a good view.
- Use the left hand on top of the steering wheel.
- Look backwards (check the front at times if the vehicle needs to clear obstacles there).
- Move the top of the steering wheel in the direction the vehicle should go (if turning).
- Go slowly.



Starting and stopping on an uphill grade

Be sure to give your new driver plenty of practice at this before trying it in traffic.

Teach your new driver not to accelerate quickly from a stop on an uphill grade — it can make the tires spin.



Next, have your new driver complete the Lesson 3 Review on page 14.

Lesson 3

Review

Ask your student to review what he or she has learned so far by choosing the word or phrase to correctly complete each sentence.

1 To accelerate, apply pressure with the ball of your foot and toes to the accelerator pedal.
your whole foot

2 To see if you are keeping the vehicle at a steady speed, you can check the speedometer.
odometer

3 Hitting the brakes hard can make the steering wheel lock up.
wheels

4 You should put on your turn signal about 100 feet before turning.
10

5 As you approach a turn, check traffic ahead of you.
in all directions

6 If there is the possibility of a collision, you should yield.
speed up

7 When turning left, the right of way belongs to you.
oncoming traffic

8 When backing the vehicle, you should go slowly.
go quickly to get out of traffic

9 When turning and backing the vehicle, move the top of the steering wheel in the same direction the vehicle should go.
opposite

10 It's best to accelerate quickly from a stop on an uphill grade.
slowly

Check your new driver's answers on page 31. Clear up any misunderstandings he or she might have. Then, move on to the Tracking Progress Checklist on page 15.

Lesson 3

Tracking Progress Checklist

This is the last step for Lesson 3. Do not move on to Lesson 4 until your new driver has demonstrated a mastery of the driving skills and precautions listed below. If you find your new driver needs work with some of the items on the list, continue to practice those items together.

If you want to add your own items to the checklist, use the "other" entries.

Completed
Needs work

Completed
Needs work

Pedal pressure and speed

☐
☐
☐
☐
☐
☐
☐
☐
☐
☐

- starts smoothly
- stops smoothly
- keeps speed consistent
- checks mirrors (right, left and rearview)
- uses head checks to see blind spots

☐
☐
☐
☐
☐
☐

- other _____
- other _____
- other _____

Braking and stopping

☐
☐
☐
☐
☐
☐

- uses toe pressure on pedal
- slows appropriately when approaching stops
- checks in all directions before moving

☐
☐
☐
☐
☐
☐

- other _____
- other _____
- other _____

Turning (run through this list for right and left turns)

☐
☐
☐
☐
☐
☐
☐
☐

- signals at least 100 feet before turn
- checks for traffic in all directions
- watches for pedestrians
- enters turning lane (if available)

☐
☐
☐
☐
☐
☐
☐
☐

- makes turn at proper speed
- yields to oncoming traffic (left turns)
- other _____
- other _____

Backing the vehicle

☐
☐
☐
☐
☐
☐

- checks area before moving the vehicle
- watches behind while backing
- maintains slow speed

☐
☐

- other _____

Starting and stopping on an uphill grade

☐
☐
☐
☐

- keeps vehicle from rolling backward
- uses proper acceleration from a stop to keep tires from spinning

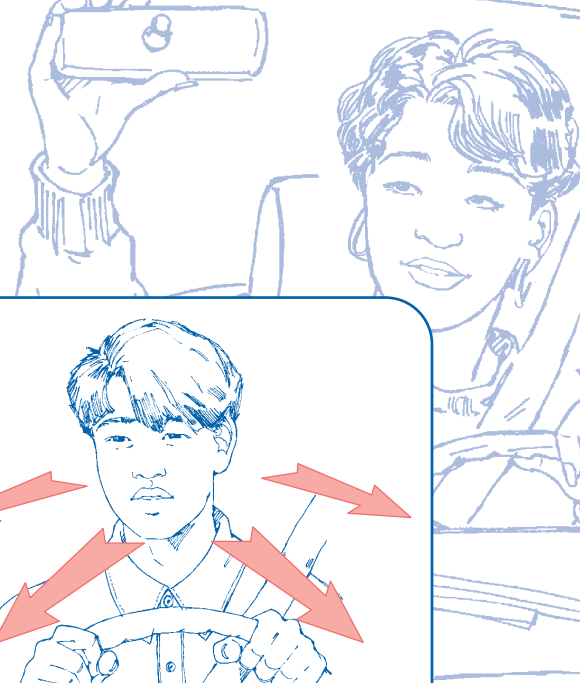
☐
☐
☐
☐

- other _____
- other _____

Lesson 4

On the Road

Teach your new driver these rules to follow while in traffic:



Look ahead.

The path in front of you is the most dangerous. But you need to be aware of trouble from all sides. Look at least 12-15 seconds down the road to see what is developing ahead. In heavy traffic, watch for brake lights 3 or 4 vehicles ahead so you have time to react.

Drive defensively.

The following two systems are effective aids to help you learn to drive defensively.

The Smith System®

- Keep your eyes moving. Don't stare.
- Look in all areas. Don't get stuck looking in just one.
- Anticipate problems. Think about "what if."
- Know what you would do if a problem developed.
- Make sure other drivers see you, especially when your vehicles are in conflict for space.



SIPDE

(Scan, Identify, Predict, Decide, Execute)

- Scan — search front, back, rear and sides for possible problems.
- Identify — watch for possible problems in your immediate path of travel.
- Predict — think about what other drivers may do that could put you in danger.
- Decide — decide what you would do to avoid this danger.
- Execute — move to avoid conflict (by braking, accelerating, turning, etc.).



Keep your distance.

Although there is no perfect rule for following distance, the rule of thumb most often used is to keep one car length back (about 20 feet) for each 10 miles per hour of speed. At high speeds or in bad weather, increase your following distance.

Minimum safe following distance (car lengths)

Road condition	20 mph	30 mph	40 mph	50 mph
Ideal	2	3	4	5
Wet pavement	4	6	8	10
Gravel	4	6	8	10
Packed snow	6	9	12	
Ice	12	18		

TWO-SECOND RULE. Since most people have trouble judging distances, the two-second rule may be easier to use. It is usable at any speed.

See the **New Jersey Driver Manual**, Chapter 5, "Following Distances" section.

Drive at the proper speed.

Teach your new driver that the speed limit means the maximum speed allowed by law. But, under some conditions, the speed limit could be too fast. If the weather is bad, slow down. Go more slowly at night. Driving at the proper speed means driving:

- within your abilities
- within the vehicle's capabilities
- within the limits of the roadway
- according to the weather conditions.

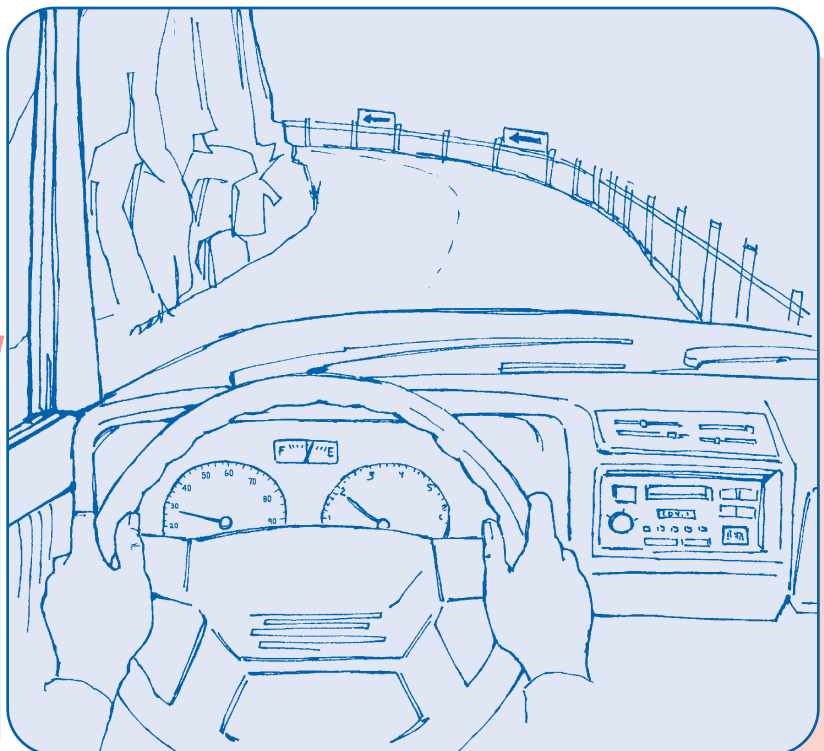


Know when to slow down.

It is always important to slow down when approaching:

- curves
- intersections
- downhill grades.

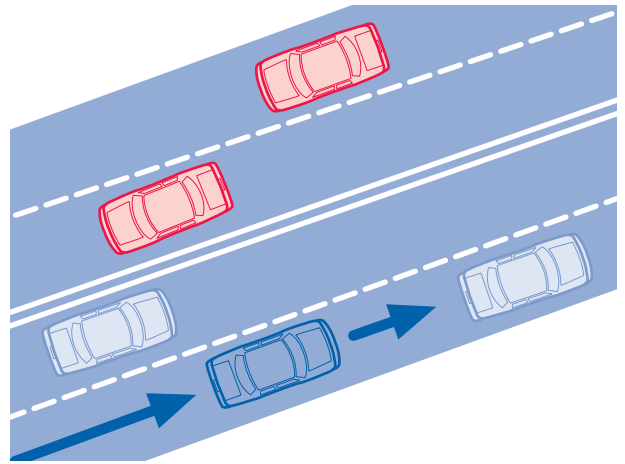
Slow
DOWN



Pay attention to your lane position.

You should try to keep your vehicle more or less in the center of your lane, not at the edges. You will need to make small steering changes — not sudden jerks — to keep the vehicle on that path. Generally, you should keep your hands in the “9 o’clock and 3 o’clock” position on the steering wheel. But for sharp curves or turns, use the hand-over-hand motion.

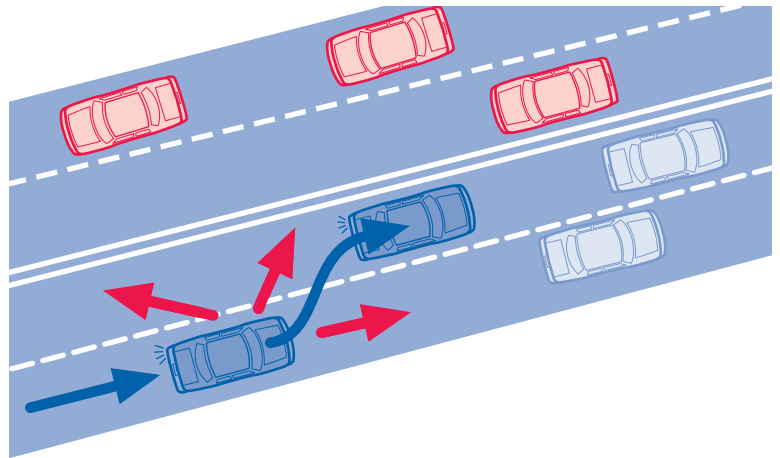
Check mirrors periodically, and use head checks for blind spots.



Change lanes carefully.

Be sure to:

- Use the turn signal in advance, giving other vehicles plenty of warning.
- Check for traffic on all sides, including in all blind spots.



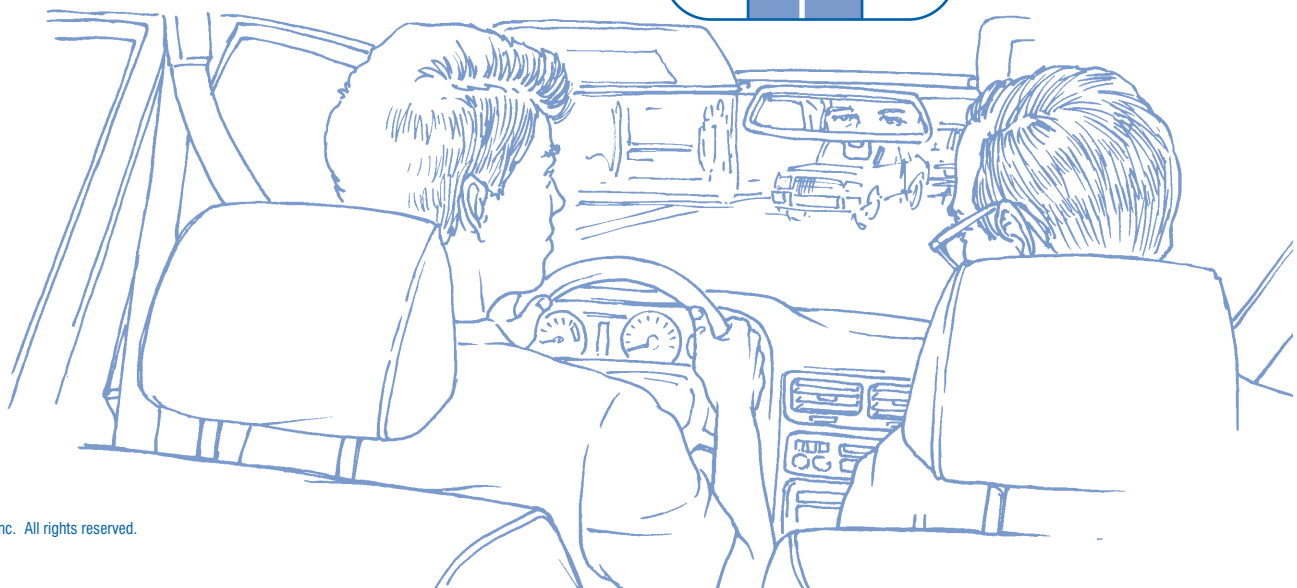
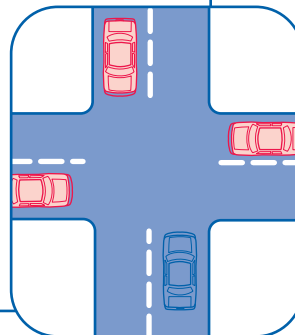
Be careful at all intersections.

As you approach an intersection, slow down. Look both ways, and be prepared to stop or to get safely out of the way.

- Do not pass or change lanes.
- Be aware of vehicles behind you — will they be able to stop if necessary?

When stopped at the intersection:

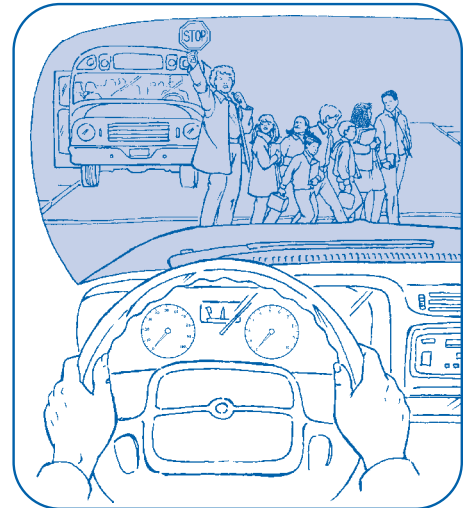
- Look left, right, then left again. Don’t proceed unless all is clear.



Know who has the right of way.

Yield to traffic and pedestrians. You must also stop:

- at an intersection with a stop sign
- where there is a red light*
- where there is a flashing red light
- when a traffic officer orders you to stop
- when there is a yield sign and traffic on the through road is too close
- when a school bus flashes red lights and picks up and lets off children
- when coming from an alley, private driveway or building
- at a bridge span which is about to open for boat traffic
- for a blind pedestrian using a white or metallic colored walking cane, or a trained guide dog
- at a railroad crossing
- for a pedestrian in a crosswalk or intersection.

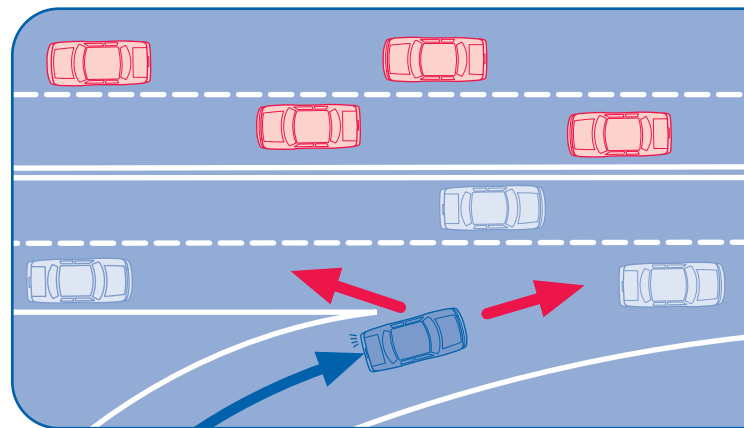


*The driver may turn right on red only where permitted after a full stop, only after yielding to traffic and pedestrians crossing on green.

Be careful in merging traffic.

When merging: You must yield the right of way to moving traffic. Other drivers do not have to change lanes to allow you to enter.

When allowing others to merge: If it is safe, you can change lanes to allow vehicles to merge. Check mirrors and blind spots, and — if it is safe to change lanes — use your turn signal before leaving your lane. If it is unsafe to change lanes, you may still be able to accelerate or decelerate to allow others to merge (provided it is safe to do so).

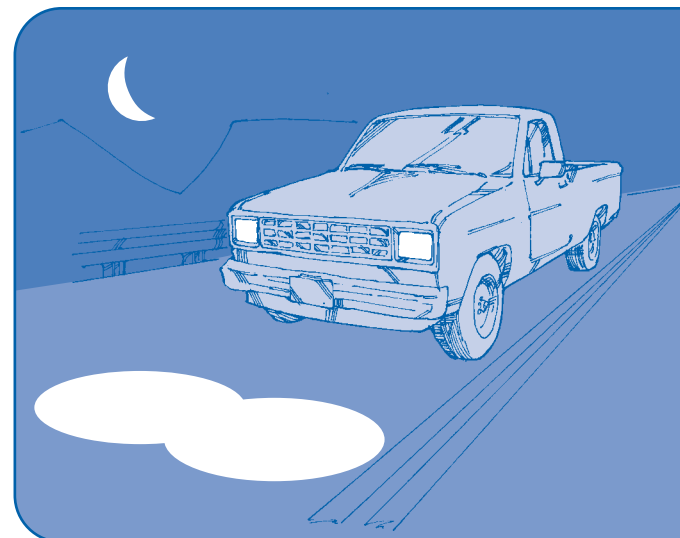


Take special precautions at night.

Don't take your new driver night driving until he or she has mastered the basic driving skills. Start on less-traveled roadways. Explain the need to drive more slowly at night. Point out that visibility is reduced in all directions.

Teach the following night driving tips:

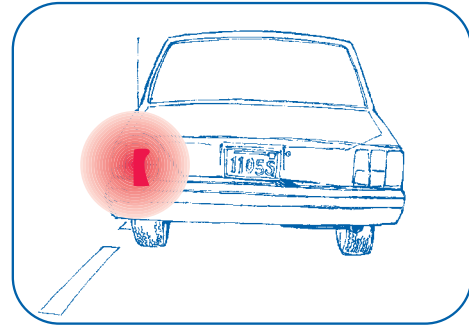
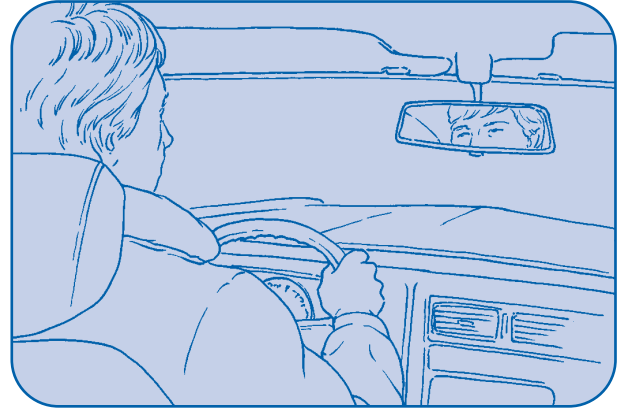
- Keep the headlights on between sunset and sunrise.
- Use low beams within 500 feet of oncoming vehicles or within 300 feet of a vehicle you're driving behind.
- Don't look directly at oncoming headlights. Watch the right edge of your lane, checking the other vehicle's position every few seconds.



**Pass only
when it is
absolutely
safe.**

Teach your new driver the following precautions for passing:

- Make sure you're in a legal passing zone.
- Don't tailgate (don't crowd the vehicle you are going to pass).
- Make sure road conditions and your vehicle are safe for accelerating to pass.
- Check mirrors and blind spots, and be sure you have plenty of time and space.
- Use your turn signal.
- Return to the right lane when you can see the vehicle you passed in your rearview mirror. In 2-way traffic, you must return to the right lane before coming within 200 feet of any oncoming vehicle.

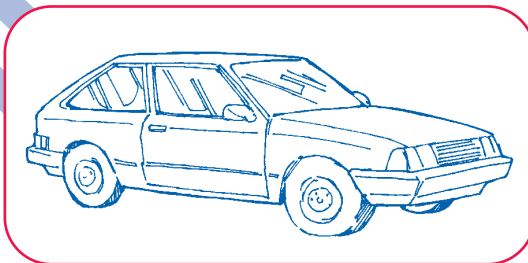


**Know
when not
to pass.**

You may not pass:

- where you see a "DO NOT PASS" or "NO PASSING ZONE" sign
- with a solid yellow line on your side of the center line
- on hills or curves, or at intersections
- when a vehicle in front of you has stopped to let a pedestrian cross
- within 100 feet of a bridge, viaduct, tunnel or railroad crossing.

Point out that it is against the law to pull off the roadway to pass on the right.



**DO
NOT
PASS**

**Next, have your new driver complete
the Lesson 4 Review on page 21.**

Lesson Review

4

Ask your student to review what he or she has learned so far by choosing the words or phrases that correctly complete the sentences below.

1

As you drive, the path in front of your vehicle is the most dangerous.
in back of

2

Look 2-3 seconds down the road to see what is developing ahead.
12-15

3

You should keep your vehicle more or less in the center of your lane.
on the left edge of

4

For most driving, your hands should be at 9 o'clock and 3 o'clock
11 o'clock and 5 o'clock
on the steering wheel.

5

When stopped at an intersection, look left-right-left before going forward.
right-left

6

At a stop sign, you have the right of way.
pedestrians

7

In merging traffic, the moving traffic has the right of way.
merging

8

At night, use high beams within 500 feet of oncoming vehicles.
low

9

After passing a vehicle, you should return to the right lane
as soon as you can
when you can see the vehicle you passed in your rearview mirror

10

Never pass when there is a solid yellow line on your side
the opposite side
of the center line.

Check your new driver's answers on page 31. Clear up any misunderstandings he or she might have. Then, move on to the Tracking Progress Checklist on page 22.

Tracking Progress Checklist

Completed
Needs work

Completed
Needs work

- Completed**
Needs work

- rechecks mirrors
- uses turn signal before pulling out to pass
- changes lanes smoothly
- allows safe distance before returning to right lane
- does not pass in unsafe zones

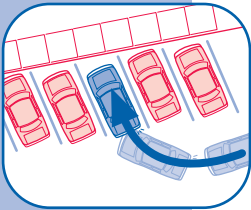
- adjusts to a safe distance between other vehicles
- identifies a merging vehicle
- changes lanes (if safe) to allow a merging vehicle to merge

Lesson 5

Parking

Have your new driver practice these parking situations, moving from easier to more complicated parking. Review “Backing the vehicle” on page 13 when helping your new driver learn how to exit a parking space (see below).

Angle parking



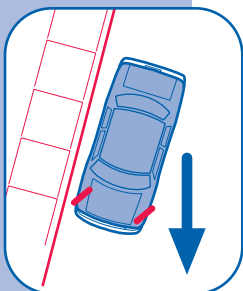
Entering the space:

- Give a vehicle that is pulling out plenty of room.
- Use your turn signal.
- Drive forward until you can see the whole parking space.
- Turn in, without crowding the vehicles on either side of you.
- Pull forward until the vehicle is completely in the space.

Exiting the space:

- Before starting to back up, check behind the vehicle for traffic and pedestrians.
- Begin by backing out straight, making sure your vehicle clears the other vehicles.
- As you begin to turn, check the front of the vehicle to make sure it swings clear of the other vehicles.
- Continue to check for traffic and pedestrians.
- Straighten the vehicle in the proper lane.

Downhill and uphill parking



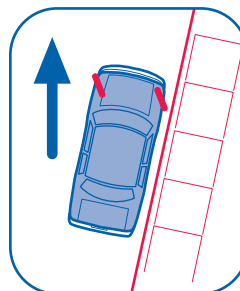
Downhill (with or without a curb):

- Put on your turn signal.
- Check mirrors to see if traffic is slowing. Check also for pedestrians.
- Pull into the parking space, to within about a foot of the road edge or curb.
- Stop and turn the steering wheel toward the road edge or curb.
- Put the car in park (first gear if you have a standard transmission), and set the emergency brake.

Uphill with a curb:

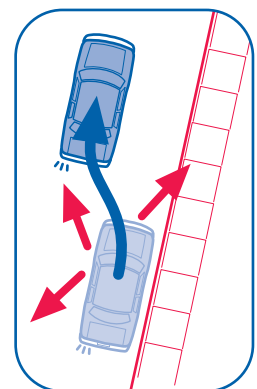
- Park as described in downhill instructions.
- Turn the wheels away from the curb.*
- Let the vehicle roll back until a front tire touches the curb.
- Put the car in park (first gear if you have a standard transmission), and set the emergency brake.

*If there is no curb, turn wheels sharply toward the road edge.



Reentering traffic:

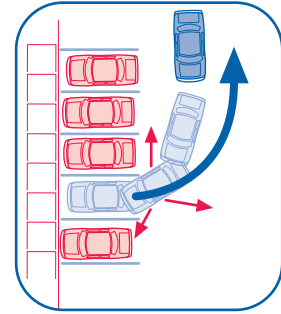
- Put on your turn signal.
- Check for oncoming traffic and pedestrians. Check for blind spots.
- Straighten wheels.
- Back slowly (if necessary).
- Move forward, turning toward the traffic lane.
- Check for oncoming traffic before moving out.



90 degree parking

The procedures for entering and exiting the space are the same as for angle parking (see instructions on page 23).

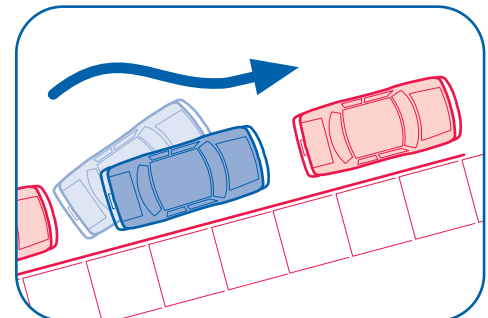
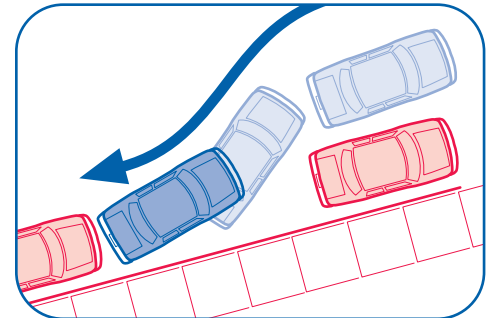
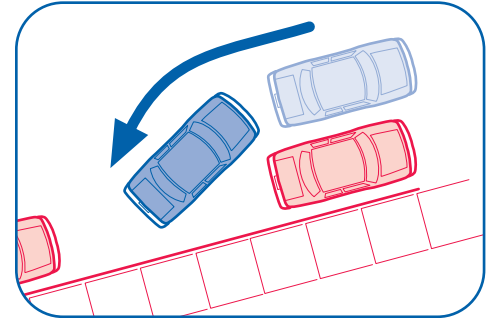
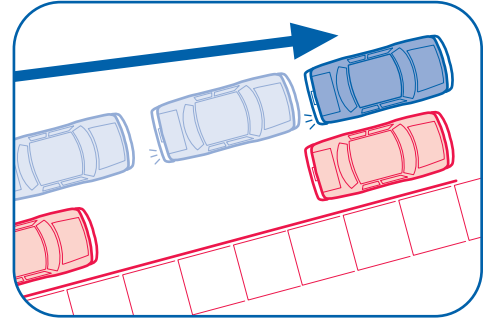
When exiting a 90 degree space, you may have to back out straight longer before you begin turning. Go slowly, and watch carefully for oncoming traffic and pedestrians. When you start to turn, watch the front end to make sure it clears the other vehicles.



Parallel parking

Entering the space:

- Put on your turn signal.
- Check mirrors to see if traffic behind you is slowing. (Don't stop unless it is safe to do so.)
- Stop where your steering wheel is even with the steering wheel of the vehicle in front of the parking space.
- Back up and turn toward the curb until the vehicle is at a 45 degree angle heading into the parking space.
- Turn the steering wheel in the opposite direction and continue backing slowly.
- Check your position behind and ahead, making sure you do not hit any parked vehicle. Watch for pedestrians stepping off the curb.
- Stop when you are about a foot from the vehicle in back. Center your vehicle by pulling forward.



Exiting the space:

- Put on your turn signal.
- Check for oncoming traffic and pedestrians.
- Back up until your vehicle is about a foot in front of the vehicle behind you.
- Check again for traffic and pedestrians, making sure you don't miss blind spots.
- Turn the wheel and slowly pull forward into the driving lane.
- Be careful not to cross the center line.

Next, have your new driver complete the Lesson 5 Review on page 25.

Lesson 5

Review

Ask your student to review what he or she has learned so far by choosing the correct word or phrase to complete each sentence.

1 When parking at an angle, you should be able to see half of the parking space before you pull in.

2 When backing out of a parking space, begin by turning.

going straight

3 When parking downhill, pull to within about 5 feet of the curb or edge of the roadway.

1 foot

4 A car parked on a downhill grade should have its tires turned away from the curb or edge of the roadway.

toward

5 A car parked on an uphill grade with a curb should have its tires turned away from the curb.

toward

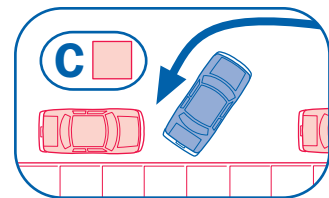
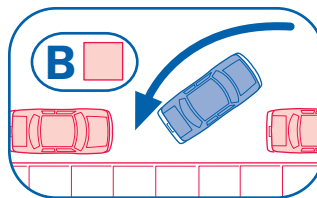
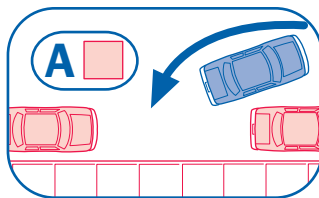
6 A car parked on an uphill grade should have a front tire touching the curb.

a foot from

7 To parallel park, start from where your steering wheel is even with the steering wheel of the vehicle in front of your parking space.

back fender

8 These cars are parallel parking. Which car is in the best place to end the first turn of the wheel and begin the second turn in the opposite direction? Check one.



Check your new driver's answers on page 31.
Clear up any misunderstandings he or she might have.
Then, move on to the Tracking Progress Checklist on page 26.

Lesson 5

Tracking Progress Checklist

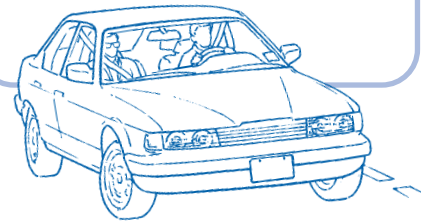
This is the last step for Lesson 5. If you find your new driver needs work with some of the items on the list, continue to practice those items together.

Read on for additional information that's important to teach your new driver.

	Completed Needs work			Completed Needs work		
Angle and 90 degree parking	<input type="radio"/>	<input type="radio"/>	uses turn signal	<input type="radio"/>	<input type="radio"/>	<i>Exiting the space</i>
	<input type="radio"/>	<input type="radio"/>	moves forward until whole parking space is in view	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians before backing
	<input type="radio"/>	<input type="radio"/>	turns safely into parking space	<input type="radio"/>	<input type="radio"/>	exits space safely
	<input type="radio"/>	<input type="radio"/>	pulls entire vehicle into space	<input type="radio"/>	<input type="radio"/>	stays within proper traffic lane
	<input type="radio"/>	<input type="radio"/>	leaves enough space between other vehicles			
Parallel parking	<input type="radio"/>	<input type="radio"/>	uses turn signal	<input type="radio"/>	<input type="radio"/>	<i>Exiting the space/ reentering traffic</i>
	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians	<input type="radio"/>	<input type="radio"/>	checks available backing space
	<input type="radio"/>	<input type="radio"/>	correctly positions vehicle in preparation for backing	<input type="radio"/>	<input type="radio"/>	uses turn signal
	<input type="radio"/>	<input type="radio"/>	rechecks for traffic and pedestrians	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians in front and back
	<input type="radio"/>	<input type="radio"/>	correctly backs vehicle into parking space	<input type="radio"/>	<input type="radio"/>	exits space safely
	<input type="radio"/>	<input type="radio"/>	stops before changing direction	<input type="radio"/>	<input type="radio"/>	does not cross center line
	<input type="radio"/>	<input type="radio"/>	correctly centers vehicle			
Parking downhill (with or without curb)	<input type="radio"/>	<input type="radio"/>	uses turn signal	<input type="radio"/>	<input type="radio"/>	turns wheels toward curb
	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians	<input type="radio"/>	<input type="radio"/>	puts vehicle in park (first gear if standard transmission)
	<input type="radio"/>	<input type="radio"/>	pulls in to within about 1 ft. of curb	<input type="radio"/>	<input type="radio"/>	puts on emergency brake
Parking uphill (with or without curb)	<input type="radio"/>	<input type="radio"/>	uses turn signal	<input type="radio"/>	<input type="radio"/>	turns wheels away from curb
	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians	<input type="radio"/>	<input type="radio"/>	lets vehicle roll back until tires touch the curb
	<input type="radio"/>	<input type="radio"/>	pulls in to within about 1 ft. of curb	<input type="radio"/>	<input type="radio"/>	puts vehicle in park/first gear
				<input type="radio"/>	<input type="radio"/>	puts on emergency brake
Reentering traffic, uphill or downhill	<input type="radio"/>	<input type="radio"/>	uses turn signal	<input type="radio"/>	<input type="radio"/>	checks blind spots
	<input type="radio"/>	<input type="radio"/>	checks for traffic and pedestrians	<input type="radio"/>	<input type="radio"/>	reenters traffic safely
	<input type="radio"/>	<input type="radio"/>	straightens wheels before moving			

Road Responsibility

SPEED LIMIT 40



Never speed.

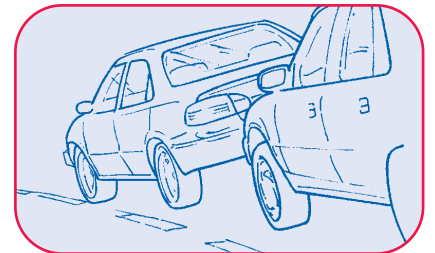
Speeding is a major cause of crashes.

- Obey speed limits.
- Always drive at a safe speed. Remember, the speed limit is the maximum speed you should drive under normal conditions. The safe speed is the one that allows you to keep complete control of the vehicle.
- Drive with the flow of traffic, **within the speed limit**, but not so slowly that you block other vehicles moving at normal speeds.

Avoid aggressive drivers.

It's important to avoid making an already aggressive driver even angrier. These tips can help.

- Get out of the way and let the driver pass you.
- Avoid eye contact.
- Don't "take it personally" or try to "teach a lesson."
- Go to a safe place if you're followed.



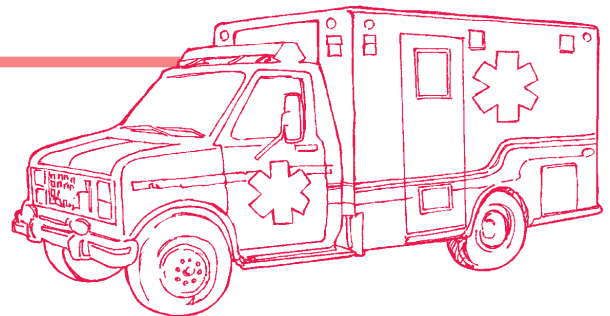
Don't distract yourself.

Distracted drivers are more likely to get into a crash. While driving, avoid:

- using a cell phone
- looking for things or reading
- eating, drinking or smoking
- making equipment adjustments.
- doing personal care activities

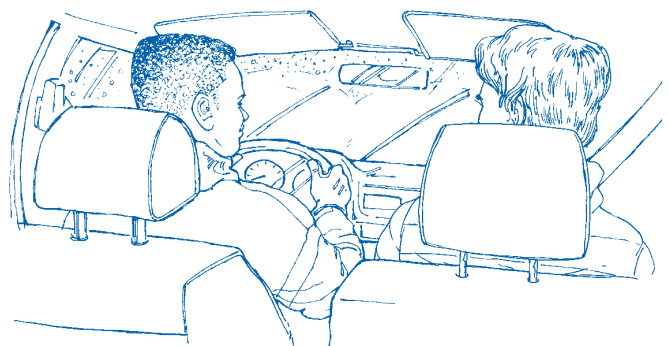
Yield to emergency vehicles.

Both drivers and pedestrians must yield the right of way to law enforcement vehicles, fire engines and any other emergency vehicles using sirens and/or flashing lights. Slow down and pull to the right of the road, if possible. Be sure not to block intersections.



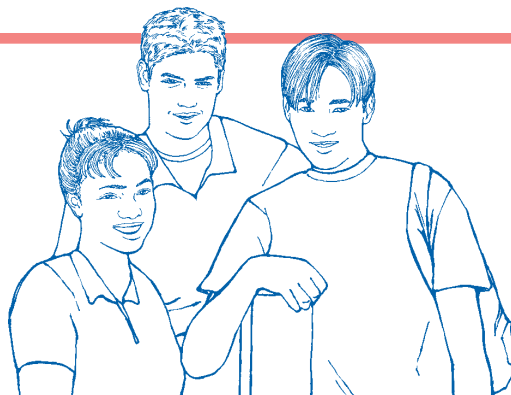
Slow down in rain, fog, snow and ice.

In these conditions, slow down and keep at least twice the normal stopping distance. A wet road can cause skidding or hydroplaning.



Driving and the law

All drivers have important legal responsibilities. Teach your new driver about the following, and use the ***New Jersey Driver Manual*** to read more about driving and the law.



If you are stopped by a law enforcement officer:

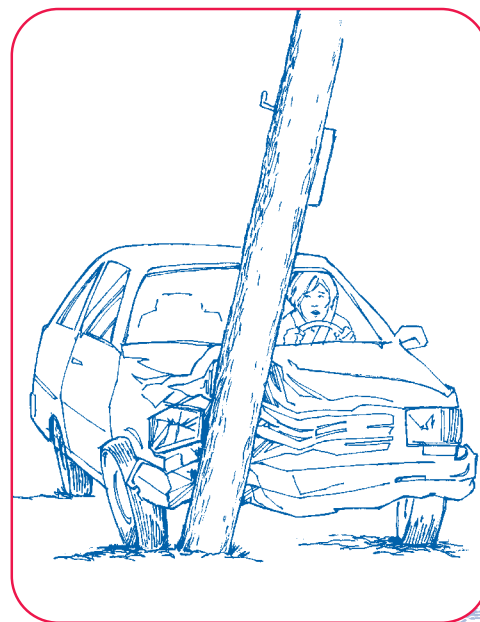
- Pull off to the right, as far as possible, at the first safe location.
- Leave your safety belt on.
- Turn on the emergency flashers.
- Turn off the engine. At night, put interior lights on.
- Sit calmly. Follow the officer's instructions.



If you are in a crash:

- Stop your vehicle. Do not move it unless a law enforcement officer tells you to, or if it is a danger to other drivers.
- Help anyone who is hurt, but avoid contact with blood. Do not try to move the injured person. Make sure someone calls an ambulance.
- Call the police.
- Use reflectors or flashlights to warn approaching traffic.
- Exchange the following information with other drivers involved in the crash:
 - names and addresses
 - license plate numbers and vehicle identification numbers
 - insurance company names and policy numbers.
- Do not leave the scene until a law enforcement officer says you can.

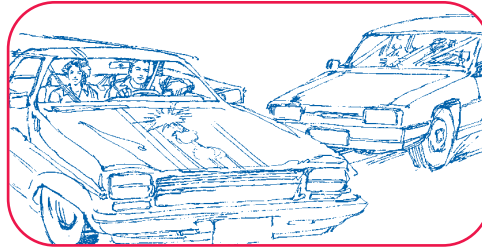
See the inside back cover of the ***New Jersey Driver Manual*** for a complete checklist.



If an officer is directing traffic where there are traffic signals, obey the officer — not the signals.

Driving under the influence

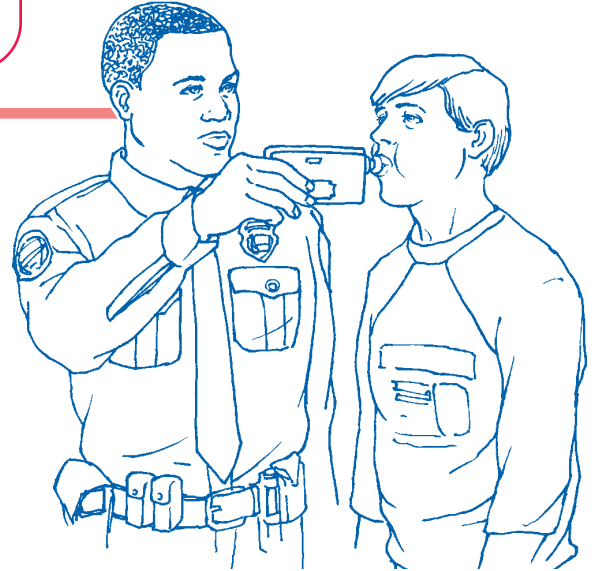
Drinking by anyone under the age of 21 is illegal in the state of New Jersey. And, driving under the influence by anyone, anytime, is illegal. It's also very dangerous — and sometimes fatal.



Drinking and blood alcohol concentration (BAC)

A law enforcement officer will measure the blood alcohol concentration (BAC) of any driver who appears to be driving under the influence. BAC is the percentage of alcohol in the body. It can be measured by testing blood, breath or urine. The breath test is the most common test.

Even one drink can raise BAC over the zero tolerance* level and impair the ability to drive safely.

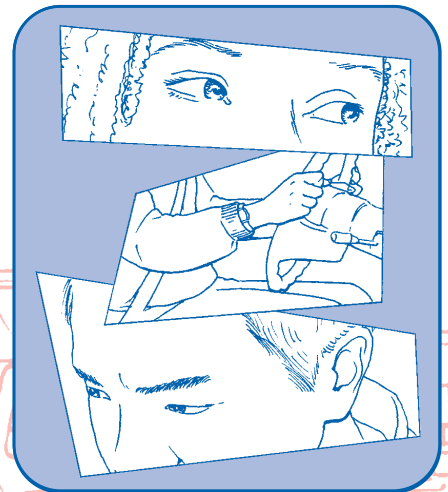


Be alert.

Watch for drivers who:

- take wide turns or cut corners
- straddle the center line
- pass objects or vehicles too closely
- drive too fast or too slow
- hug the edge of the road
- weave or zigzag
- drive with open windows in cold weather
- stop and start in a jerky way
- follow another vehicle too closely.

If you notice anyone driving unsafely, you can dial #77 on your cell phone (or 1-888-SAF-ROAD/1-888-723-7623) for the New Jersey State Police dispatch office.



*Zero tolerance in New Jersey means any licensed driver under 21 driving with a BAC of .01% or higher will have his or her license suspended for 30-90 days. See the **New Jersey Driver Manual** for more details.

Checklist

Take this checklist with you for your practice driving lessons with your new driver. The checklist will help you keep track of what your new driver is doing well, and where more practice is needed. Remember to compliment your new driver on what he or she is doing well.

Driving skill or precaution

Does well
Needs work

- | | | |
|-----------------------|-----------------------|--|
| <input type="radio"/> | <input type="radio"/> | completes basic pre-operation checks (tires, area around vehicle, warning lights) |
| <input type="radio"/> | <input type="radio"/> | adjusts seat and steering wheel for comfort and control |
| <input type="radio"/> | <input type="radio"/> | puts safety belt on correctly |
| <input type="radio"/> | <input type="radio"/> | adjusts mirrors to maximize visibility and minimize blind spots |
| <input type="radio"/> | <input type="radio"/> | starts engine |
| <input type="radio"/> | <input type="radio"/> | applies appropriate pressure to gas pedal for smooth acceleration and proper speed |
| <input type="radio"/> | <input type="radio"/> | brakes and stops smoothly and safely |
| <input type="radio"/> | <input type="radio"/> | backs vehicle safely |
| <input type="radio"/> | <input type="radio"/> | starts and stops on a hill smoothly |
| <input type="radio"/> | <input type="radio"/> | turns right safely |
| <input type="radio"/> | <input type="radio"/> | turns left safely |
| <input type="radio"/> | <input type="radio"/> | can angle park |
| <input type="radio"/> | <input type="radio"/> | can 90 degree park |

Does well
Needs work

- | | | |
|-----------------------|-----------------------|---|
| <input type="radio"/> | <input type="radio"/> | can parallel park |
| <input type="radio"/> | <input type="radio"/> | can park on uphill (with or without curb) |
| <input type="radio"/> | <input type="radio"/> | can park downhill (with or without curb) |
| <input type="radio"/> | <input type="radio"/> | observes speed limit |
| <input type="radio"/> | <input type="radio"/> | adjusts speed for driving conditions |
| <input type="radio"/> | <input type="radio"/> | understands and uses "2-second rule" |
| <input type="radio"/> | <input type="radio"/> | maintains proper lane position |
| <input type="radio"/> | <input type="radio"/> | changes lanes properly |
| <input type="radio"/> | <input type="radio"/> | follows rules for passing |
| <input type="radio"/> | <input type="radio"/> | merges safely |
| <input type="radio"/> | <input type="radio"/> | communicates properly with other drivers |

Motor Vehicle Services

Motor vehicle agencies

Motor vehicle agencies are open from 8 a.m. until 4:30 p.m. Monday through Friday and one night a week until 7:30 p.m. as noted. Agency calls are handled centrally in Trenton.

Call 1-888-486-3339 toll free in New Jersey or 1-609-292-6500 from out of state for general customer information.

Driver testing centers

All driver testing centers (DTC) are open from 8 a.m. to 4:30 p.m. Monday through Friday, unless otherwise noted. Some have evening hours. Before you take your road test, you must:

- purchase a permit at a motor vehicle agency
- pass the eye and written tests at any DTC or regional center (no appointment is necessary)
- make a road test appointment at any DTC or regional center.

Regional service centers

West Deptford

Rte. 44/Mid-Atlantic Parkway
(Gloucester County) 08096

Eatontown

Rte. 36, East of Rte. 35
(Monmouth County) 07724

Trenton

Stockton and Front Sts.
(Mercer County) 08611

Wayne

1578 Rte. 23 (North)
(Passaic County) 07470.

Driver testing centers

A complete list, including hours and directions, can be found online (www.state.nj.us/mvs/driverte.htm).

Answer key

Lesson 1

- I.
A.4 B.8 C.6 D.1 E.7
F.5 G.2 H.3
- II.
A.2 B.4 C.1 D.3
- III.
1. It means that a red light is coming next. Drivers approaching the light should stop unless they are in the intersection or too close to safely stop.
2. It means that you are in a zone where it is illegal for you to pass a vehicle.

Lesson 2

1. C, G, J
2. B, I
3. H
4. F
5. A
6. D
7. E

Lesson 3

1. the ball of your foot and toes
2. speedometer
3. wheels
4. 100
5. in all directions
6. yield
7. oncoming traffic
8. go slowly
9. same
10. slowly

Lesson 4

1. in front of
2. 12-15
3. in the center of
4. 9 o'clock and 3 o'clock
5. left-right-left
6. pedestrians
7. moving
8. low
9. when you can see the vehicle you passed in your rearview mirror
10. your side

Lesson 5

1. all of
2. going straight
3. 1 foot
4. toward
5. away from
6. touching
7. steering wheel
8. B shows the vehicle in the best position for ending the first turn and beginning the second

NEW JERSEY'S GRADUATED DRIVER LICENSE PROGRAM

The road to becoming a safe new driver

What is it?

New Jersey's Graduated Driver License (GDL) is a program teen and first-time drivers must complete to get their unrestricted basic driver license. The Graduated Driver License law comes into effect January 1, 2001.

Why have it?

The program is designed to reduce the number of driving fatalities among teen and first-time drivers and their passengers. By having more experience, new drivers will be more capable of handling all types of driving situations.

How does it work?

Depending on your age, choose the route to get an unrestricted basic driver license.

THREE-STEP ROUTE

1

Special Learner's Permit (Student Permit)

Eligible Age: 16

Fee: \$10

Requirements:

- Pass vision and written tests.
- Complete behind-the-wheel training through an approved program to receive a valid permit for a minimum of 6 months of supervised driving.
- Obtain parent/guardian signature.
- Pass road test.

2

Provisional License

Eligible Age: 17

Requirements:

- Complete Student Permit requirements.
- Complete a minimum of one year unsupervised driving.

3

Basic License

Eligible Age: 18

Requirement:

- Complete Provisional License requirements.

TWO-STEP ROUTE*

1

Examination Permit

Eligible Age: 17 or older

Fee: \$10

Requirements:

- Pass vision and written tests to receive a valid permit for supervised and unsupervised driving.
- Drive supervised.
 - Under age 21: 6-month minimum
 - 21 and over: 3-month minimum
- Drive unsupervised.
 - Under age 21: 6-month minimum
 - 21 and over: 9-month minimum
- Obtain parent/guardian signature if under 18.
- Pass road test.

2

Basic License

Eligible Age: 18

Requirement:

- Complete Examination Permit requirements.

* SUBJECT TO LEGISLATIVE CHANGES

FAQs ABOUT NEW JERSEY'S GDL

Are there restrictions when I have a permit or a provisional license?

- Yes.**
- **Student Permit** drivers must be accompanied by a NJ licensed driver, 21 years or older and licensed for at least 3 years. Driving hours are restricted to 5:01 am to 11 pm. They may only have passengers from shared residence plus one additional person.
 - **Provisional License** drivers can drive between 5:01 am to midnight. They may only have passengers from their shared residence plus one additional person. (If Provisional License holder or a passenger is 21 or over, passenger and hour restrictions don't apply.)
 - **Examination Permit** drivers must be accompanied by a NJ licensed driver, 21 years or older and licensed for at least 3 years. Driving hours are restricted to 5:01 am to midnight. They may only have passengers from their shared residence plus one additional person. (If permit holder or a passenger is 21 or over, passenger and hour restrictions don't apply.)

What else should I know?

Everyone in the vehicle must wear safety belts—it's the law. Never use alcohol or drugs when driving. There's a \$100 fine for violation of any of the conditions of the permits or provisional license. Hours of operation waivers are available in certain emergency situations, for work and religious activities. For details and more information, check out our web site at www.state.nj.us/mvs after January 1, 2001.



New Jersey Department of Transportation
Motor Vehicle Services

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